



Figheledean Parish Council

(Draft until signed at next meeting)

Minutes of meeting 30th March 2026 at Village Hall @7.30 pm

Present

Cllr Tina Cole	Chair
Cllr Darrell Amison	
Cllr Angela Briggs	
Cllr Mark Christian	
Cllr Mazz Blake	
Cllr Ian Blair-Pilling	
Rachel Ure	Clerk

In attendance:

Gary Hellawell, Hannah Bruford, Carol Watton, Jimmy Sheppard, Jackie Dryden, Richard Blake.

Questions from the public.

Cllr Cole opened the meeting and welcomed all of those in attendance. It is great to see so many people attend the meeting and particularly that some may be interested in supporting and/or joining the Parish Council.

Jackie Dryden, Village Hall Manager, advised that she wishes to ask a question about bookings of the Village Hall and Playing Field and a potential conditions of use document. The details of the query were submitted, via email, to all Councillors prior to the meeting.

Declaration of Interests. Cllr Cole advised that she has a pecuniary conflict of interest with regards to the query from the Village Hall (as Cllr Cole is also one of the Village Hall Managers). Therefore, it was agreed that Cllr Amison would chair this section of the meeting.

Jackie Dryden asked how the Village Hall should manage joint bookings for both the Hall and the playing field, alongside issuing a conditions of use agreement (for the field) that is being developed by the Parish Council, as the playing field is owned by the Parish Council.

Cllr Briggs advised that the process that the Parish Council have just completed with the playing field booking for Figgle Fest has highlighted that there does need to be a generic conditions of use document in place for all playing field bookings, but this would not need to be as detailed. This could be provided to the Village Hall Managers and then issued with the Village Hall terms and conditions for any joint bookings of both the Village Hall and the playing field.

Action: Cllr Briggs to draft a, reduced, version of the conditions of use document that can be provided to the Village Hall Committee. It is anticipated that this would be used for any future bookings, not for those already in the diary.



It was clarified that sole use of the playing field can never be granted as it is a Parish amenity. The cost for holding an all day event on the playing field, such as Bramblebury, is £35. It was agreed that this cost, or suggested donation, needs to be considered further and particularly in relation to there being an alternative arrangement for residents.

Action: Parish Clerk to arrange for the Parish Councillors to have a further discussion regarding charging / or requesting a donation for the use of the playing field, taking into account a separate arrangement for Figheldean residents.

Action: Jackie Dryden to send the Village Hall booking terms and conditions to the Parish Clerk.

ITEM	DESCRIPTION	ACTION
1	<p>Apologies Nil</p>	
2	<p>Declaration of Interests As included above – Cllr Cole registered a pecuniary interest in the discussion around bookings of the Village Hall and playing field.</p>	
3	<p>Minutes of the meeting: 20th January 2026 These were agreed as a true reflection of discussion and signed by the Chair.</p>	
4	<p>Matters arising / Outstanding Actions</p> <p>Ownership of path at side of School</p> <p>Cllr Briggs has still not received a response from the Housing Association re the ownership of the path that runs alongside Robin’s Way school.</p> <p>Action: Cllr Briggs to continue to contact the Housing Association (Aster) in order to make further enquiries about the ownership of the path that runs alongside Robin’s Way school.</p>	<p>Cllr Briggs</p>
5	<p>Wiltshire Councillor Report</p> <p>Cllr Blair-Pilling advised that the Wiltshire Council budget has been approved since our last Parish Council meeting. Cllr Blair-Pilling advised of the following changes:</p> <ul style="list-style-type: none"> • Rates from WC have gone up 4.99%. • Increase in parking charges (they hadn’t been raised for four years), so were due to go up – but have been increased by 20%, for two years, and then will increase another 5% in 2028. • The period of time being charged for parking has also been increased, now 7am – 7pm. Was 8am – 6pm. • Parking charges are being introduced on a Sunday and will be the same as a week day. • There is a consultation on the draft local transport plan from the 9th April – 5th May 2026. • Highways investment will be £6m - £7m. • Parish Stewards were recently redeployed to support repairing of pot holes. But, there will also be an increase in centralisation of tasking so Parish Stewards will be less available to individual Parishes. • Funding for LHFIG is not yet known. 	



	<ul style="list-style-type: none"> • Area Board frequency will reduce to three times a year, instead of six. <p>The parishioner query that has been received with regards to available parking on Oak Lane has been passed on to Cllr Blair-Pilling in order to establish land ownership of the green spaces outside of the rented houses on this road.</p> <p>Action: Cllr Blair-Pilling to look into the ownership of the rented properties on Oak Lane.</p>	<p>Cllr Blair- Pilling</p>
<p>6.</p>	<p>Chair Councillor Report – Cllr Tina Cole</p> <p>Firstly, thank you all for your time, particularly over the last few weeks when the workload has been heavier than usual. It's reassuring to see the level of commitment to our village.</p> <p>To bring you up to date our stalwart maintenance guy Graham Watson has filled in the potholes on the PC car park behind the hall. This will please Peter Vowles the caravan training guy who had asked for it to be dealt with.</p> <p>Now the lighter evenings are here Durrington Ladies and Girls FC have re-started their football training on the field on a Tuesday and Thursday evening. They have had a lot of matches cancelled during the early part of the year due to bad weather so you will notice the field will be in use most weekends as the season progresses. FYI They currently pay £15 per match and/or training session to the PC.</p> <p>It's great to see good progress being made in Ablington Wood by the Conservation Team with numerous trees being planted. A big thank you to them.</p> <p>I understand that the resilience team were not called into action during the winter months but it's so good to have them onboard.</p> <p>That's it from me except to say sincere thanks to all councillors for their continued support both to the village and this PC</p>	
<p>7</p>	<p>Other Organisation Reports</p> <p>Ablington Woods Conservation Group Message from Jackie Dryden:</p> <p>Jackie would like to ask for permission to and put in a request for the Parish Council to fund tree clearing in Ablington Wood, these would be dead trees which could eventually fall and become dangerous and also trees that we need to clear to allow more light in for other plant life as well as trees to thrive, those trees would not be of special interest. In total it would be no more than eight trees, Jackie will advise of the costs in due course. Also, Jackie would like to put in a request for the council to fund 6 buckets which would collect rain water so that the conservation group can keep the young trees watered.</p> <p>The Parish Clerk has requested specific detail on costings before an official approval can be provided to ensure appropriate budgeting. Costs to be provided/agreed by Councillors via email.</p>	



	<p>The Parish Council thanked the Conservation Group for all that they are doing in Ablington Woods.</p> <p>Jackie Dryden further advised that there has sadly been some vandalism in Ablington Woods recently. The small house has been taken apart and bark stripped off the seating. All parishioners were asked to be observant.</p>	
8	<p>Councillor Reports</p> <p>Cllr Mark Christian</p> <p>Planning There have been two new planning applications, of which there are no Parish Council objections and not deemed to be of public interest.</p> <ul style="list-style-type: none"> • 493 Mill Lane – construction of single storey attached building. • The Old Bakery – works to trees in conservation area. <p>The following planning application has been approved:</p> <ul style="list-style-type: none"> • Ablington Farm House – addition of grain store. <p>Cllr Blair-Pilling advised that the planning application rejection for Cliff End has gone to appeal.</p> <p>Cllr Christian recently attended the Town and Parish Council Planning Forum in Trowbridge which focussed a lot on the recent refusal of the County Plan.</p> <p>Playpark Two consultation meetings with parishioners have taken place. The plan is to improve the facilities in the current playpark, with a focus on sensory needs. And then to perhaps look at installing a wooden play area in Ablington Woods.</p> <p>It has been agreed that Cllr Christian will focus on the procurement side of the project and Cllr Blake on fundraising.</p> <p>Action: Cllr Christian to provide the Parish Clerk with some images of our suggested refurbishments. The Parish Clerk to then promote these within our community and ask for Parishioners to vote / provide feedback.</p> <p>Action: Parish Clerk to investigate grant funding for the playpark refurbishment.</p> <p>It was noted that Brambles are also keen to support and invest in this project.</p> <p>Cllr Darrell Amison Cllr Amison will re-engage with the police regarding the Mill Pool and Gunville as we start to approach warmer weather.</p> <p>Cllr Amison will also reenergise the River Avon project. The project remains viable but we lost the available funding at the time due to not having stakeholder engagement.</p> <p>Policing PC Morphy has now changed roles. PC Tom Newman is the new point of contact for us. Cllr Amison will invite down to a meeting and the Mill Pool site.</p>	<p>Cllr Christian / Parish Clerk</p> <p>Parish Clerk</p>



It was noted that there was an alleged incident of car keying within the parish recently. This was reported but there has been no update from Wiltshire Police.

Cllr Amison provided an overview of the recent achievements of Wiltshire Police and how well they have been performing despite significant financial pressure. Some of the highlights include:

- Priorities over the last three years have been: reducing violence and burglary and creating safer public spaces.
- Victim satisfaction rate is at 74%.
- 76% conviction rate for adult rape.
- Burglaries – police attend 100% of residential burglaries which isn't the case across the rest of the country.
- Stop and search increased by 87%, significant pre-emptive measure.
- 40% rise in arrest for drink and drug driving.
- Rural crime – 20% increase in reporting.

Wiltshire Police have a target to answer a 999 call within 10 seconds, Wiltshire were achieving this in eight seconds last year and now four seconds for this year. They answer 101 calls in 20 seconds. Both of these stats represent a massive improvement.

Action: Parish Clerk to remind parishioners that 101 is the number they should call for any Mill Pond concerns etc.

Parish Clerk

This year the three priorities for Wiltshire Police are safer public spaces, victim satisfaction and violence against women and girls.

Cllr Mazz Blake

Cllr Blake advised that we have received an enquiry regarding the use of the Multicourt regularly for netball practice, but the court doesn't yet meet the required specifications. It needs the (netball) lines marked out and netball hoops put in place. Cllr Blake has requested a quote from ETC Sports for this work, which is as follows:

- Line painting - £575 + VAT as a stand alone job. If they can tie it in with another job in the neighbourhood it would be £375 + VAT.
- Netball posts - £1,475 + VAT
- Any ongoing maintenance costs would be included in our existing maintenance plan.

It was noted that the Parish Council do not yet have a structure in place for charging for the use of the Multicourt. To be able to define that the Parish Council need to fully understand the booking requirements for the netball practice and to be able to establish if the, significant, additional costs to ensure the Multicourt is fit for purpose for netball practice can be afforded.

Action: Cllr Blake to ask for a one-page summary of the netball booking requirement for the Multicourt.

Cllr Blake

Action: Cllr Blake to carry out a scoping exercise with regards to exploring how much a netball court would be to hire at other facilities.

Cllr Blake

Action: Once more information has been received with regards to the netball enquiry, all Parish Councillors to agree on an approach to the required improvements and a pricing structure for hiring the Multicourt.

All



	<p>Cllr Amison advised that the existing netting on the hoops in the Multicourt needs replacing again.</p> <p>Playpark Cllr Blake will look at establishing a separate working group to focus on fundraising for the playpark. She is hoping to hold a quiz at the Club in July as a fundraising event.</p> <p>Cllr Angela Briggs</p> <p>Highways Cllr Briggs advised that lots of road resurfacing has taken place within the Parish recently. There was an issue on Church Lane where the road resurfacing has resulted in a change in camber to the road and therefore the rainwater is not running in to the existing drains and is, instead, pooling outside one of the properties. A Highways engineer has been out to visit the site and agreed that they would fund to put in two additional drains in the correct position. A timeframe of six weeks was provided to achieve this.</p> <p>Cllr Briggs will add Ablington, Mill Lane, the rest of Church Lane and the rest of Pollen Lane on to the programme for future resurfacing works.</p> <p>It was noted that there is a notable difference between the resurfacing on the High Street and Pollen Lane. Cllr Briggs confirmed that it is two different types of surface, due to the assumption that High Street has more traffic than Pollen Lane. Cllr Briggs will raise this to LHFIG as a concern.</p> <p>Cllr Briggs has applied for improvements to be made to the bus stops on the A345 just outside of Figheldean. This includes suggested solutions to the south bound bus stop to prevent people getting wet and electronic timetable displays.</p> <p>Three grit bins in the Parish have been replaced and filled up.</p> <p>Cllr Blair-Pilling advised that the PEAS scheme will no longer be funded.</p> <p>There has been a report of speeding and erratic driving in the village. This has been reported to Wiltshire Police and Cllr Briggs has liaised with the parishioner that raised it.</p> <p>Action: Cllr Briggs to arrange another meeting with Brambles to discuss parent parking.</p> <p>The change to a 20mph speed limit within Figheldean and Ablington is currently awaiting a decision by the relevant cabinet member. It is anticipated that this project is completed by May 2026.</p> <p>Gary Hellawell raised a concern about the speed limit on the A345 and how difficult it is to pull out on to this road from the houses that are positioned alongside it.</p> <p>Action: Cllr Briggs to raise the speed limit on the A345 outside Figheldean at the next LHFIG meeting.</p>	<p>Cllr Briggs</p> <p>Cllr Briggs</p>
9	<p>Clerks Report</p> <p>Accounts</p>	



The reconciled account balance @ 29th March 2026 is £19,330.87.

Expenditure since last meeting – all approved

Expenditure	Amount	Detail
Clerk Salary	£788.74	
Clerk HMRC Payments	£219.98	
Bawdens	£648	Grass cutting
Ian Grimes	£120	Dog Bins
Graham Watson	£140	Bins
Graham Watson	£45	Grass
Hills	£126.84	VH bins collection
Parish Clerk	£115.54	Meeting refreshments, collection bucket flowers
Direct IT Services	£54.88	
Parish Magazine Printers	£322	
Parish Magazine Expenses	£63.27	
ETC Sports	£570	MUGA maintenance
DIO	£600	Car park rent
Cllr Cole	£8.54	Meeting refreshments
Cllr Christian	£24.30	Travel expenses
Total	£3,847.09	
Receipts	Amount	Detail
Graham Brown	£50	Parish Magazine Advertising
Stonehenge Plumbing	£170	Parish Magazine Advertising
Parish magazine donation	£20	
Sarum Graphics	£110	Parish Magazine Advertising
Milston Flower Barn	£90	Parish Magazine Advertising
Rangers Garage	£170	Parish Magazine Advertising
Total	£610	

Financial Forecast to Year End

Whilst this is still a forecast we are just a couple of days away from financial year end so it is unlikely that there will be any further change.

We are currently anticipating an **underspend**, to budget, of £3,865.62. This is quite an achievement considering that at the start of the year our forecasted expenditure was more than our forecasted income.

Cllr Blair-Pilling left the meeting.

Action: Cllr Briggs to confirm with LHFIG if the estimated costs for the change in speed limit within Figheledean still stands at £2,500.

Cllr Briggs

This end of year position is partially due to receiving more income for the year than was budgeted, notably for the hire of the playing field.

Year End Summary



The information below has been updated with **actual** figures (as opposed to forecast) for the 2025/26 financial year.

2025/26 Opening Bank Balance	£14,290
2025/26 Income – Actual	£27,295.64
Total:	£41,585.64
2025/26 Expenditure - Actual	£22,254.76
2025/26 Closing Bank Balance - Forecast	£19,330.88
Less agreed buffer to retain	£5,000
Less Ablington Woods Income – to be held for Woods maintenance	£1,471.40
Less anticipated Highways investment	£2,500
Left to invest (playpark / other projects)	£10,359.48

Ablington Woods

A summary of the funds we are holding for the maintenance of Ablington Woods is provided below.

There is a request from the Ablington Woods Conservation Group to use some of these funds to clear dead trees and to purchase buckets to collect rainwater. We are awaiting exact costings before this can be approved.

Ablington Woods Fund

Date	Description	Income	Expenditure
01/04/2025	2024/25 balance c/f	0.00	
18/08/2025	Brambles Parking Donation	375.00	
01/10/2025	Batson payment from Woods Auction (paid directly into PC bank account)	180.00	
09/10/2025	Monies raised at auction for the Woods (auction held at Figheldean Working Men's Club - monies deposited by the Club)	1070.40	
10/10/2025	Auction payment - cheque	6.00	
20/10/2025	Bin for Picnic Area		220.00
13/01/2026	Donation from Yvette Christian (paid in by R Ure). Sale of items left from the auction	60.00	
	Total:	1691.40	220.00

Balance: £1,471.40

2026/27 Budget

A budget for 2026/27 has been prepared.



The Clerk & RFO is currently proposing a budget of £27,052.32 for 2026/27. This is a £931 increase on the budget figure agreed for 2025/26. This is predominately due to the transfer of the Parish Clerk salary to Wiltshire Council pay scales. This was not formally included in the budget figure last year as arrangements for the change were still in hand.

Note that this includes anticipated Highways Improvements costs which are not part of the annual precept payments from Parishioners but are an agreed spend of surplus as an investment into the Parish. Removal of these costs from calculations would bring the total budgeted expenditure (£24,552.32) under the budgeted income (£25,490.33).

The Clerk has been asked to record these costs under an appropriate cost line for audit purposes.

A tree survey for Ablington Woods will be required during 2026/27. One quote has been received so far from Sharples Tree Services for £750. A quote from Keith Yates has also been requested.

Parish Councillors are invited to formally approve the budget for 2026/27.

The Parish Councillors advised that they would like to see a line added to the budget for Councillor training.

Action: Parish Clerk to amend the proposed budget to include a line for training. Councillors to then confirm approval of the budget via email.

Parish Clerk

Policies

- **Safeguarding**

The Parish Council Safeguarding Policy requires it's annual review, and is attached with this report for Parish Councillors consideration and approval.

Action: Cllr Blake to review the Safeguarding Policy.

Cllr Blake

- **Expenses**

The Parish Council are invited to review and approve the attached Expenses policy, that is based on a NALC template.

Approved by the majority of Councillors.

Action: Cllr Amison to review the Expenses policy and advise the Parish Clerk, via email, if he is content to approve it.

Cllr Amison

Village Hall Waste Contract

We are currently progressing with a change in supplier for the collection of the waste from the Village Hall. This will also include the introduction of recycling bins (mixed recycling and glass).

The cost comparison is provided below.

We are currently experiencing a delay with the change in provider due to a 90 day cancellation clause with Hills Waste, but also extremely slow and unsatisfactory responses to our attempts to resolve this. Currently awaiting further information on a early termination fee.



	1,100 ltr General Waste (we currently have 2 of these)	1,100 ltr Dry Mixed Recycling	240 ltr Glass	Annual duty of care fee	Estimated monthly cost (without additional weight charges)
Grist	£16 per empty 70kg weight allowance Then 18p per kilo thereafter	£10 per empty 40kg weight allowance Then 14p per kilo thereafter	£5 per empty No max weight	£35	£50
Hills	£19.18 per empty 70kg weight allowance Then 23p per kilo thereafter	£12.50 per empty 50kg weight allowance Then 22p per kilo thereafter	£6.20 per empty 100kg weight allowance Then 12p per kilo thereafter	£96	£65

Assertion 10 Compliance

Assertion 10 compliance refers to the new governance requirements for local councils regarding digital and data management, effective from the 2025/26 financial year.

Overview of Assertion 10

Assertion 10 is a new declaration introduced in the 2025 edition of the Practitioners' Guide by the Smaller Authorities Proper Practices Panel (SAPPP). It focuses on ensuring that parish and town councils have proper governance frameworks in place for their digital presence, data protection practices, and IT management. This assertion is mandatory for all councils completing their 2026 Annual Governance and Accountability Returns (AGAR).

Key Requirements are listed below. The Parish Clerk has reviewed our compliance against each one.


1. **Email Management:** Councils are required to use email addresses hosted on authority-owned domains (e.g., clerk@council.gov.uk) instead of personal or free email services like Gmail or Outlook. This ensures professional communication and proper data governance.
 EMAIL MANAGEMENT – COMPLIANT. No further action needed.
2. **Website Accessibility:** All council websites must comply with the Web Content Accessibility Guidelines (WCAG) 2.2 AA standards. This includes maintaining up-to-date accessibility statements and ensuring that all required documents are published and accessible to the public.
 WEBSITE ACCESSIBILITY – COMPLIANT
3. **Transparency Code.** The Transparency Code determines what small authorities should publish on their website:
 - a. all items of expenditure above £100, Compliant
 - b. end of year accounts, Compliant



	<p>c. annual governance statement, <input checked="" type="checkbox"/> Compliant</p> <p>d. internal audit report, <input checked="" type="checkbox"/> Compliant</p> <p>e. list of councillor or member responsibilities, <input checked="" type="checkbox"/> Compliant</p> <p>f. the details of public land and building assets, <input type="checkbox"/> Asset Register in place but not updated since 2020. Update required.</p> <p>g. Minutes, agendas and meeting papers of formal meetings. <input checked="" type="checkbox"/> Compliant</p> <p>4. FOI Requirements. <input checked="" type="checkbox"/> FOI REQUIREMENTS – COMPLIANT</p> <p>5. Digital and Data Compliance (Data Protection / GDPR): Councils must demonstrate compliance with UK GDPR and the Data Protection Act 2018. This includes managing personal data lawfully and securely, ensuring that all data handling practices are transparent and accountable. <input type="checkbox"/> DATA PROTECTION/GDPR – RECORD OF PROCESSING ACTIVITIES (ROPA) REQUIRED</p> <p>IT Policy: Councils must adopt an IT policy that covers the secure and lawful use of digital devices, including provisions for both council-owned and personal devices (BYOD). <input checked="" type="checkbox"/> IT POLICY – COMPLIANT</p> <p>6. Training and Awareness: Councils should provide training for staff and councillors to ensure they understand their responsibilities regarding data protection and compliance with Assertion 10. The Parish Clerk attended Data Protection for Councillors Training on the 23d March 2026 and an overview of this training, and specifically Councillors responsibilities, is provided during this meeting. Parish Councillors wishing to find out more information, or carry out additional training, can do so here: https://ico.org.uk/for-organisations/advice-for-small-organisations/training-and-resources/e-learning/ <input checked="" type="checkbox"/> TRAINING – COMPLIANT</p> <p>Recommendation: To ensure full Data Protection compliance it is recommended that the Councillors give consideration as to whether they would like to adopt a supported SharePoint space for the provision of secure document storage. This can be provided by our existing IT supplier, Direct IT Services, and would cost £4.83 per Councillor per month (we currently pay £2.59 per Councillor per month). All secure document storage for the Parish Clerk is already in place and would not need to be added.</p> <p>The Councillors queried if one account can be set up for shared document access for the Parish Council as a whole, rather than individual accounts for each Councillor.</p> <p>Action: Parish Clerk to progress the quote for Parish Council SharePoint document storage.</p>	Parish Clerk
10	<p>Other Parish Business</p> <p>Cllr Blake has asked the book club if they would take on the upkeep of the phone box book bank, and they have confirmed that they will. The book club will establish a rota for looking after it.</p>	



	<p>Action: Cllr Cole to ask Graham Watson if he will be able to paint the phone box.</p> <p>Cllr Christian updated the council on progress with arranging individual poppies for the lampposts within the parish. There are 29 names on the war memorial. The cost of the poppies is £145 total. Printing and mounting of lettering is £45. Tony Morgan has offered to back them with plywood. It was agreed to include the following information on each one: initial, surname, rank, regiment and age. Cllr Christian will approach the RBL for some funding for this project.</p> <p>Message from Jackie Dryden: The Parish history exhibition in the village hall is now complete. The final two boards are in place either side of the larger window in the main entrance hall. They cover the topics 'Landmarks in the Parish ' and 'Rights of Way' . The latter covers the potential dangers if walking over the Plain and includes a QR Code which, if people scan with their phones will take you to an interactive map developed by Wiltshire Council and which includes the rights of ways in our Parish.</p> <p>The Parish Council thanked Jackie Dryden for a wonderful job producing the history exhibition.</p> <p>Jackie Dryden advised that there is a villagers event in the Village Hall on the 8th April, from 7:30pm onwards, and that it would be appreciated if some of the Parish Councillors could attend.</p>	Cllr Cole
11	<p>Date of Next Meeting Monday 18th May 2026 – AGM</p> <p>Meeting dates for 2026/27 have been agreed:</p> <p>Monday 18th May 2026 – AGM Tuesday 14th July 2026 Tuesday 22nd September 2026 Tuesday 17th November 2026 Tuesday 12th January 2027 Tuesday 16th March 2027</p> <p>Cllr Cole thanked all attendees for joining our meeting. Those in attendance were asked to send an email to the Parish Clerk by the end of the week to confirm if they would like to be considered to join the Parish Council. It was confirmed that there are currently two spaces available.</p> <p>Closed at 21:23.</p>	

Signed  Date 18/5/26